# RESTRICTIONS TO SMOKING & CONSUMPTION OF FOOD AND BEVERAGES

## SCOPE:

This policy applies to all University employees, students and visitors within buildings owned or leased by the University.

## DEFINITIONS

For the purpose of this policy,

**Smoking** means having lighted tobacco in one's possession.

**The Act** means the Act Respecting the Protection of Non-Smokers in certain Public Places (Bill 84 S.Q. 1986, C.13).

**Enclosed area** means a portion or totality of a building-including private offices.

## AUTHORITY

The Office of the Rector acting through the Vice-Rector Services is designated the highest authority in the University within the meaning of Bill 84 (Québec).

## POLICY - SMOKING

1. **General Objective**

   To create a University-wide smoke-free environment

2. **Non-Smoking areas - Effective - January 1st, 1989**

   Smoking is prohibited:

   2.1 in rooms or at counters intended to provide services to persons on the premises;

   2.2 in libraries, laboratories, conference rooms, classrooms, workshops, studios, seminar rooms;

   2.3 in storerooms where flammable, combustible or explosive materials are stored;



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2.4 in elevators and on escalators;

2.5 in buses operated by the University;

2.6 in enclosed premises used for religious, sports, judicial, cultural or artistic activities;

2.7 on premises used to provide child day care;

2.8 in waiting rooms, treatment rooms and the private consulting offices of health professionals;

2.9 in common areas such as lobbies, corridors, meeting rooms, designated portions of eating areas and licensed premises;

2.10 in any other areas identified in the Act or in municipal regulations or in areas designated by the Vice-Rector, Services.

3. **Non-Smoking areas - Effective September 1st, 1989**

Any enclosed area, other than those designated as <u>smoking areas</u> under the provisions of section 4.

4. **Smoking Areas - Effective September 1st, 1989**

Certain enclosed areas may be designated as <u>smoking areas</u> by the Vice-Rector, Services, provided they do not contravene the provisions of sections 2 and 3 above and provided they meet the following requirements:

- They will be clearly identified through signs.
- They will be equipped with a suitable number of appropriate ashtrays.
- Portions of common areas (cafeterias, pubs, etc.) designated as smoking areas will normally comprise the smaller portion of the available space and will be located so as to minimize traffic through them.
- They will be equipped so as to avoid contamination of other enclosed areas.



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**RESTRICTIONS GOVERNING THE PREPARATION AND CONSUMPTION OF FOOD AND BEVERAGES - Effective January 1st, 1989**

Preparation or consumption of food and beverages is prohibited in laboratories, workshops, studios and storerooms where toxic materials are stored or used.

**RESPONSIBILITIES FOR IMPLEMENTATION**

1. Physical Resources working with its Security Department and in consultation with department and unit heads is responsible for posting of signs and for ensuring that the provisions set out above, with respect to possible smoking areas, are met prior to their being so designated.

2. A task force representative of the University community, named by the Vice-Rector, Services, will promote and monitor the implementation of the policy.

3. Teaching staff are responsible for ensuring that students and research staff are informed of the policy.

4. Supervisory staff are responsible for ensuring that their employees are informed of the policy.

**IMPLEMENTATION SCHEDULE**

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| October 1988 | Publication of draft in Thursday Report (completed) |
| October 1988 | Receipt of comments addressed to the Vice-Rector Services (completed) |
| November 1988 | Approval of final policy by the Office of the Rector and its publication |
| Winter 1989 | Implementation of portions of the policy<br>Posting of signs where necessary<br>Creation of implementation task force<br>Publicity programme concerning policy<br>Identification of ways and means to support counselling programmes and where possible, the introduction of such programmes<br>Identification of ways and means to promote and eventually enforce the Policy |
| Summer of 1989 | Preparation of designated common smoking areas<br>Introduction of counselling programmes |
| September 1989 | Full implementation of policy |



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Vice-Rector, Services